

	<h1 style="text-align: center;">User Updates</h1> <p style="text-align: center;">SEPTEMBER 14, 2001</p>
<p>Feature Topic</p>	<h2 style="text-align: center;">Security at BNL</h2>

The unprecedented events on September 11th in New York City have led to upgrades of BNL security. Over the last week, the Users Center has forwarded numerous e-mails to the User community pertaining to heightened security measures that have been instituted at BNL. Tom Kirk and I felt it necessary to inform the User community again of the changes and to remind Users of some general rules pertaining to access to Brookhaven.

DOE has established a five-level alert condition called SECONs, which stands for Security Conditions. They range from the lowest (5) to the highest (1). Brookhaven is currently in SECON 2. ***Until further notice these are the rules that are in place. Please read them, and follow them carefully.*** If anyone has questions, please contact Susan White-DePace, RHIC & AGS User Administrator, at 631-344-7959.

- **NEW USERS.** Users who do not hold a BNL ID card **MUST**
 - Pre-register on the web at <https://fsd84.bis.bnl.gov/guest/guest.asp> **BEFORE** arrival to BNL.
 - Notify the Users Center of their arrival date at http://www.bnl.gov/userscenter/visitor_form.htm, at least, 48 hours prior to arrival at Brookhaven.
 - **MUST** arrive at Brookhaven between the hours of 8:30 a.m. and 3:00 p.m. Monday through Friday. Users should contact the Users Center if this is not possible so that alternative arrangements can be made.
- **EXPIRED ID.** Users, whose BNL ID card has expired, **MUST** notify the Users Center of their arrival date at http://www.bnl.gov/userscenter/visitor_form.htm, at least, 48 hours prior to arrival at Brookhaven.
- **FOREIGN NATIONALS** from non-sensitive countries must have an IA-473 **REQUEST** on file **PRIOR TO** arrival at Brookhaven. This should be done, at least, 30 days in advance of the visit to BNL. This is a DOE requirement (DOE Order 142.1), not a BNL requirement. See below for details on how to request an IA-473.
- **FOREIGN NATIONALS FROM SENSITIVE COUNTRIES** must have an **APPROVED** IA-473 on file **PRIOR TO** arrival at Brookhaven. The Users Center should be given a 90-day lead-time to obtain the appropriate approvals. Sensitive country foreign nationals **ARE NOT** allowed on-site without prior approval. See below for details on how to request an IA-473.
- **FOREIGN NATIONALS FROM TERRORIST COUNTRIES OR INDIVIDUALS FROM A SANCTIONED INSTITUTION** must have an **APPROVED** IA-473 on file prior to arrival at Brookhaven. DOE keeps a list of countries, which they deem as state-sponsored terrorist nations. Countries appear on this list for reasons of national security, nonproliferation, anti-terrorism or economic security. The approval process for IA-473s for individuals from these countries is more involved and takes time. See below for details on how to request an IA-473.

- **HOW TO REQUEST AN IA-473.** New Users (Users not holding a BNL ID card) should pre-register using Brookhaven's Guest Information System. Click on <https://fsd84.bis.bnl.gov/guest/guest.asp>, complete the questions asked, and submit the form. An IA-473 request will be processed for you. IA-473s are good for two years and correspond with your guest appointment and expiration date on your BNL ID card.
- **EXTENDING AN IA-473.** Prior to the end date on your ID card you will receive a letter from the Users Center. You **MUST** respond to this letter to keep your appointment status active and to have a request for an extension of your IA-473 processed for you. If you don't respond, your appointment lapses and an IA-473 extension cannot be requested for you. If your appointment lapses, you are considered a new user.
- **ACCESS TO BNL** can be obtained in two ways:
 - Showing your BNL ID card *or*
 - by having the Users Center notify the front gate of your arrival. To notify the front gate of your arrival, you should complete the Visitor Notification form found at http://www.bnl.gov/userscenter/visitor_form.htm. Users arriving at the entrance to BNL will receive a temporary identification card and a vehicle pass. These temporary ID cards are not valid by themselves for gate access. Other photo identification, such as a driver's license or passport, must also be shown. This identification is also needed to obtain a BNL ID card.
 - Note: Car stickers **and room keys** are no longer acceptable modes of identification for access on-site. In lieu of this, the Users Center will not be issuing car stickers to Users.
- **BADGING REQUIREMENTS**

You MUST wear. All BNL employees, guests, and contractors are required to wear their identification badges on their outermost garment and above the waist while on-site. The photograph on the front of the badge must be visible. Please note, wearing of ID badges is a DOE requirement for EVERYONE, employees and guests alike.

Purple Badges. Purple badges are now issued to all subcontractors, guests, and retirees, are labeled with C, G, or R, and only provide access onto Brookhaven property. If you do not hold one of these cards, you should go to the Users Center as soon as possible to obtain one.

On-site Relatives of Guests. On-site residents over 15 years of age who do not hold a BNL ID card **MUST** obtain a temporary badge at the Brookhaven Center, Building 30.

Off-site Relatives of Guests and Employees over 15 years of age must be granted access to the site through the gate access system at http://www.bnl.gov/userscenter/visitor_form.htm.
- **VEHICLE PASSES.** Drivers of vehicles not registered with BNL will be issued a vehicle authorization card at the main gate. This card must be displayed on the dashboard while on the site.
- **PARKING.** No parking within 30 yards of a Brookhaven building is permitted. Offenders will be ticketed.
- **PLEASE BE MORE AWARE**
 - Individuals listed on DOE's list of sensitive or terrorist countries must have an approved IA-473 on file at Brookhaven to have access to the Brookhaven site. This includes individuals participating at meetings held at Brookhaven.

- Users inviting a friend to visit during their stay at Brookhaven should contact the Users Center.

Again, if you have any questions, please contact Susan White-DePace at 631-344-7959.